



**San Bernardino County Recorder**  
**Larry Walker, Auditor/Controller-Recorder**  
 222 W. Hospitality Lane, 1<sup>st</sup> Floor, San Bernardino CA 92415-0022  
 Public Counter Hours 8 a.m. to 4:30 p.m., Monday-Friday. (909) 387-8322  
[www.sbcounty.gov/acr](http://www.sbcounty.gov/acr)

**FEE SCHEDULE**  
 Effective **August 12, 2005**

**Document Recording (909) 387-8306**

**Regular Recording Fees**

	<b><u>Code</u></b>	<b><u>Fee</u></b>
First page of a Grant or Quitclaim Deed (8 ½ x 11)	GC27361	\$ 6.00
First page of a document other than a Grant or Quitclaim Deed (8 ½ x 11)	GC27361, GC27388	\$ 8.00
Each additional page	GC27361	\$ 3.00
Non-conforming page size (other than 8 ½ x 11), each page of the entire document	GC27361 a, GC27361.5	\$ 3.00
Penalty print (per page)	GC27361 a	\$ 1.00
Release of lien by a local government entity (excludes Federal)	GC27361.3	\$ 12.00

**Document Requiring Additional Indexing**

Each additional reference indexed	GC27361.2	\$ 1.00
Each additional name indexed (Each group of 10 names after 1 <sup>st</sup> .)	GC27361.8	\$ 1.00

**Miscellaneous Fees**

Documentary transfer tax per \$500.00	R&T11911	\$ 0.55
Survey Monument Preservation Fund Fee	GC27584, GC27585	\$ 10.00
Notification of Involuntary Lien (per debtor)	GC27387	\$ 3.00
Documents recorded without a Preliminary Change of Ownership Report	R&T 480.3	\$ 20.00
Preliminary 20-day filing and notice	GC27361.9, Cnty 16.011	\$ 22.00
Non-recorded document	GC27380	\$ 6.00
16 mm film (per roll)		\$ 30.00
Diazo Fiche (per sheet)		\$ 1.00
On-line image file (per image)		\$ .03
On-line index file (per field)		\$ .30

**Copies**

Photocopies 8 1/2" X 11" (1 <sup>st</sup> page per document)	GC27366, Cnty 16.011	\$ 2.00
Photocopies 8 ½" X 11" (ea. subsequent page after 1 <sup>st</sup> )	GC27366, Cnty 16.011	\$ 1.25
Certificate under seal (per document)	GC27364, Cnty 16.011	\$ 3.25
Conformed copies	GC54985a	\$ 1.00
Fax Copies (per page)	GC27366, Cnty 16.011	\$ 2.00
Certificate of Record (per name)		\$ 15.00
Map, 8 ½" X 11" Bond (per page)		\$ 2.00
Map, 18" X 24" Bond (per page)		\$ 2.90
Map, 18" X 24" Vellum (per page)		\$ 3.45
Map, 18" X 24" Mylar (per page)		\$ 14.60
Map, 24" X 36" Bond (per page)		\$ 3.30
Map, 24" X 36" Vellum (per page)		\$ 9.00
Map, 24" X 36" Mylar (per page)		\$ 18.00
Pull/re-file map (per map)		\$ 30.00
Pull/re-file microfilm (per cartridge/sheet)		\$ 30.00

**Map Recording**

GIMS Tract	Cnty 3602 Sec.16.0228A	\$	317.00
GIMS Parcel	Cnty 3602 Sec.16.0228A	\$	173.00
Map recording fee (1 <sup>st</sup> page)	GC27372, GC27361.4b	\$	7.00
	GC27361.4c		
Map recording fee (ea. subsequent page after 1 <sup>st</sup> )	GC27372	\$	2.00

**Accounting**

New account setup (Includes 5 different charge codes)	GC54985 a	\$	100.00
Account fee (per change)	GC54985 a	\$	10.00
Refunds without recorder fault	GC54985 a	\$	25.00

<b>Vital Records (909) 387-8314</b>
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**Certificates**

	<b><u>Code</u></b>	<b><u>Fee</u></b>
Birth Certificate/Search	H&S103625, H&S103525.5	\$ 18.00
	W&I18966, H&S100430,	
Birth Certificate/Search (Government Agencies)	H&S103625, H&S100430,	\$ 11.00
	H&S103525.5	
Death Certificate/Search	H&S103625, H&S100430,	\$ 13.00
	H&S103525.5, Penal 14251	
Death Certificate/Search (Government Agencies)	H&S103625, H&S100430,	\$ 13.00
	H&S 103525.5, Penal 14251	
Marriage Certificate/Search	H&S103625, FC1852,	\$ 13.00
	AB233, H&S100430,	
Marriage Certificate/Search (Government Agencies)	H&S103625, H&S100430	\$ 9.00
Confidential Marriage Certificate/Search	H&S103625, FC1852, H&S100430	\$ 13.00
Keepsake Marriage or Birth Souvenir Certificate		\$ 10.00
Document Folder		\$ 1.00
Service fee for mail, phone, internet & fax requests	Cnty 16023A	\$ 4.00

<b>Marriages (909) 387-8334</b>
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Issuing license and certificate of marriage	GC26840, H&S100435, GC26840.3, W&I18305,	\$	73.00
	GC26840.7, Cnty 16.011,		
	GC54985		
Issuing license and certificate of confidential marriage	GC26840, H&S100435,	\$	75.00
	GC26840.3, W&I18305,		
	GC26840.8, Cnty 16.011, GC54985		
Marriage ceremony	GC26861, GC54985	\$	40.00
	Cnty 16.011		
Renewal of Marriage Vows	GC26861, GC54985	\$	40.00
	Cnty 16.011		
Ceremony DVD		\$	10.00
Issuing duplicate/replacement marriage license	FC510, FC360, 16.011	\$	25.00
Affidavit to amend marriage license (one year or more after the date of event)	H&S103700, H&S100430,	\$	20.00
	GC27365, H&S103625 c,		
	FC1852, AB233,		
	H&S103640, H&S103625 e		
Approval of notary public to issue confidential marriages	FC536	\$	175.00
Deputy Commissioner for One Day program	GC54985 a, 16.011	\$	75.00
Affidavit of Registry	FC360	\$	5.00

**Miscellaneous**

Picture		\$	5.00
Bubbles		\$	.50
Disposable Flash Camera		\$	5.00
Souvenir Pen		\$	5.00

## County Clerk (909) 386-8970

### Fictitious Business Name Filings

Filing Fictitious Business Name statement	B&P17929 a, Cnty 16.011	\$	35.00
Notice to Renew FBN		\$	5.00
Abandonment of Fictitious Business Name	B&P17929 c, Cnty 16.011	\$	35.00
Statement of Withdrawal from Partnership operating under FBN	B&P17929 c, Cnty 16.011	\$	35.00
Each additional name (ind., business or ptnr.) per stmt	B&P17929 a, Cnty 16.011	\$	7.00
Clerk Search	GC26854	\$	5.00

### Miscellaneous Filings/Fees

Filing without provision	GC26850	\$	7.00
I.D. cards for Process Server, Prof. Photocopier, Legal Document Assist. or Unlawful Detainer Assist. (each)	B&P6404, 22352, 22453	\$	10.00
Legal Document Assistant Registration	B&P6404	\$	175.00
Legal Document Assistant (file, cancel, withdraw or revoke bond)	B&P6405	\$	10.00
Notary public filing (file, cancel, withdraw or revoke bond)	GC26849.1, GC26850, GC26855 GC26855.3, GC54985a	\$	29.00
Process Server Registration	B&P22352	\$	100.00
Process Server (file, cancel, withdraw or revoke bond)	B&P22353	\$	10.00
Professional Photocopier Registration	B&P22453	\$	175.00
Professional Photocopier Registration (if already registered as a Process Server)	B&P22453.1	\$	100.00
Professional Photocopier (file, cancel, withdraw or revoke bond)	B&P22455	\$	10.00
Unlawful Detainer Assistant Registration	B&P6404	\$	175.00
Unlawful Detainer (file, cancel, withdraw or revoke bond)	B&P6405	\$	10.00

### Sureties

Power of Attorney (file, cancel, withdraw or revocation)	GC26855.1, Cnty 16.011	\$	10.00
For each additional name	GC26855.1, Cnty 16.011	\$	10.00
Filing a financial statement for an admitted Surety Insurer	GC26855.2, Cnty 16.011	\$	7.00
Certificate re: authority by Insurance Commissioner	GC26855.3, Cnty 16.011	\$	10.00

### Copies

Clerk copies (1 <sup>st</sup> page per document)	GC26831, Cnty 16.011	\$	2.00
Clerk copies (ea. subsequent page after 1 <sup>st</sup> )	GC26831, Cnty 16.011	\$	1.25
Certification under seal (per document)	GC26833, Cnty 16.011	\$	3.25
Filings Index (per page)		\$	2.00
Fax Copies (per page)	GC27366, Cnty 16.011	\$	2.00
Certificate of Record (per name)		\$	15.00

### Certificates

Certificate to the Official Capacity of any Public Official	GC26852, Cnty 16.011	\$	10.00
Certify notary signature	GC26852, GC54985a	\$	10.00
Oaths and acknowledgements	GC26855, GC54985a	\$	10.00
Certificate of appointment of Humane Officer	Corp 14502 e	\$	5.00

## RECORDS RESEARCH (909) 386-8947

### Copies

Certificate under seal (per document)	GC27364, Cnty 16.011	\$	3.25
Clerk copies (1 <sup>st</sup> page per document)	GC27366, Cnty 16.011	\$	2.00
Clerk copies (ea. subsequent page after 1 <sup>st</sup> )	GC27366, Cnty 16.011	\$	1.25
Fax Copies (per page)	GC27366, Cnty 16.011	\$	2.00
Certificate of Record (per name)		\$	15.00
Computer copy of Index	GC27366, Cnty 16.011	\$	2.00

Map, 8 ½" X 11" Bond (per page)	\$ 2.00
Map, 18" X 24" Bond (per page)	\$ 2.90
Map, 18" X 24" Vellum (per page)	\$ 3.45
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Map, 24" X 36" Mylar (per page)	\$ 18.00
Pull/re-file maps (per map)	\$ 30.00
Pull/re-file map microfilm (per map)	\$ 30.00

### ARCHIVES (909) 387-2030

777 E. Rialto Ave., San Bernardino

Hours of Operation: Monday – Friday, 9:00 am – 4:30 pm

#### **Photocopies**

Photocopies 8 1/2" X 11" (1 <sup>st</sup> page per document)	GC27366, Cnty 16.011	\$ 2.00
Photocopies 8 ½" X 11" (ea. subsequent page after 1 <sup>st</sup> )	GC27366, Cnty 16.011	\$ 1.25
Maps (per page)		\$ 3.45
Research (per hour)		\$ 40.00

### RECORDS MANAGEMENT (County Records) (909) 387-2161

#### **Storage/Shredding**

	<b><u>Fee</u></b>
Monthly Storage (per cubic foot)	\$ .40
Shredding (per box)	\$ 6.33